



## **Solid Waste Management Department** **Neighborhood Depository & Recycling Centers**

### ***Standard Operating Rules and Regulations***

#### **About the Neighborhood Depository & Recycling Centers**

The Neighborhood Depository & Recycling Centers exist to provide convenient neighborhood facilities where Houston residents may dispose of Junk Waste and/or recycle Tree Waste and other common recyclable materials. These facilities are available at **no charge** to City of Houston residents with proper identification.

1. To use the Neighborhood Depository & Recycling Centers, individuals must stop, sign in with an attendant and present the following:

- A current Texas Driver's License (a *current Texas Department of Public Safety issued I.D. may be substituted*) and
- A current City of Houston utility bill.
- Residents dropping off recyclables, need only present a current TDL or Texas I.D.

**\*City of Houston property owners may bring a copy of their current driver's license, deed, tax statement or lease agreement. Addresses and names on all presented documents must match.**

**\*MUD records are accepted. Electronic records are NOT accepted.**

2. City of Houston residents may use the facilities up to four (4) times per month.

3. Small children should remain inside their vehicles at all times while on facility property. Citizens should remain with their vehicle at all times and wait until directed to approach the unloading ramp at 5 MPH.

4. Vehicles larger than 2 (two) tons are not accepted. Trailers with inner compartment areas exceeding sixteen (16) feet are not permitted to use the facilities. Sideboards or railing extensions exceeding four (4) feet in height are also not permitted.

5. Hydraulic trailers are accepted but for safety reasons are not allowed usage while dumping debris.

6. Only small and medium size U-Haul vehicles are accepted.

7. No propane trucks allowed.

8. Loitering by unauthorized persons, including former city employees, is prohibited.

9. Weapons, alcoholic beverages or other intoxicating substances are strictly prohibited on City of Houston property. *Violators may be reported to the proper authorities.*

10. Inappropriate language and profanity is prohibited at the Neighborhood Depository/Recycling Center facilities.

11. Salvaging or scavenging of collected materials is not permitted.

12. All loose materials, such as shingles, must be placed in a container or bag.

13. Only one vehicle is allowed to dump per utility bill.

14. Pets are not allowed.

15. No contractors with tools or signs of any kind are allowed.

16. No televisions, cement, dirt, semi-trailer tires or paint is accepted.

17. Wood fencing must be broken down.

18. No tree stumps or limbs larger than 9" in diameter will be accepted.



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***Please be aware of the following tips while using the Neighborhood Depository & Recycling Centers***

#### **UNLOADING PROCEDURES**

Unloading of vehicles is the resident's responsibility. We do ask that unloading take no more than 20 minutes. If dumping the debris takes longer than 20 minutes, the attendant can stop the dumping and allow the resident to get back in line. Residents should be aware there can be up to a 2 (two) hour wait before dumping. Designated containers are available to sort materials being discarded.

#### **ACCEPTABLE VEHICLES**

The Neighborhood Depository & Recycling Centers are designed to accommodate 2 (two) ton pick-up trucks, small trailers up to sixteen (16) feet in length with side boards or railings not exceeding four (4) feet in height and small to medium-size U-Haul vehicles.

Commercial vehicles are prohibited from using the facilities.

Neighborhood Depository & Recycling Center employees should not solicit or accept tips.

**Depositories will accept the following household items with some exceptions.**

#### **ACCEPTABLE ITEMS:**

- Concrete
- Mattresses
- Tree Waste
- Junk Waste
- Furniture
- Refrigerators (*MUST BE TAGGED INDICATING THE FREON HAS BEEN REMOVED*)
- Household appliances (Stoves, Washers, Dryers)
- 10 tires per household, per month
- Used Motor Oil

#### **NON-ACCEPTABLE ITEMS:**

- Garbage
- Dead Animals
- Rocks, Dirt (*Inert Materials*)
- Infectious Waste
- Gasoline and other flammable materials/liquids
- Acid Waste
- Hazardous or Toxic Waste
- Explosives
- Hot Ashes
- LIQUIDS and other materials defined by the E.P.A as hazardous.
- Industrial (*18 WHEELER*) Tires

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